



STATEMENT OF WORK

General Services Office

Interior Demolition, Painting, and Ceiling Grid Reinstallation

February 10, 2016

1.0 INTRODUCTION

Interior Demolition, Painting, and Ceiling Grid Reinstallation

- 1.1 Remove completely existing:
 - Ceiling panel boards (remove in good condition and store),
 - Ceiling grids (dispose),
 - Base boards (dispose),
 - AC air supply diffusers (keep for reinstallation),
 - Fluorescent lights fixtures (keep for reinstallation)
- 1.2 Remove existing floor covering, all track strips, solvent-based materials, and all other contaminants
- 1.3 Repair damaged areas and levels the floor, sweep or vacuum floor, floor size is 15.5 X 7 meters
- 1.4 Patch and repair holes in all walls (remove cover plates and reinstall after painting)
- 1.5 Paint all walls as below
 - North and South walls 45square meter with Jotun Interior # 7001 (white compound standard)
 - West walls 30 square meters Jotun Interior Rain Sky 4627,
 - East Wall 25 square meters Jotun Interior Lemon Zest 7408
- 1.6 Replace hanger wires (not mount to any conduit or ducting).
- 1.7 Install new drop down ceiling grids with hanger wires.
- 1.8 Install ceiling panel boards (Consulate will provide ceiling boards)
- 1.9 Reinstall ceiling lights fixtures at the same locations from where they were removed.
- 1.10 Install AC air supply diffuser at the same locations from where they were removed.
- 1.11 Use the high strength, good quality, strong bearing capacity of hardware

2.0 GENERAL REQUIREMENTS

SOW Interior Demolition, Painting, and Ceiling Grid Reinstallation at GSO

- 2.1 All hardware must be approved by Facilities Manager prior to start the work
- 2.2 Use the high strength, good quality, strong bearing capacity of hardware
- 2.2 All hardware must be approved by FM prior to start work.
- 2.3 The work shall be executed in a diligent manner in accordance with a negotiated firm fixed price and performance period.
- 2.4 The period of performance for the project shall be completed in 15 working days. Work shall not be performed after regular office hours and weekends
- 2.5 The Contractor shall have limited access to the building interior except with permission by the Consulate.
- 2.6 The Contractor shall be required to prepare and submit bill of materials, safety plan and quality control schedules. These documents shall provide the necessary interfaces, coordination, and communication among the Consulate,

Overseas Buildings Operations [OBO] and Contractor for the delivery of a completed refurbishment project

3.0 SCOPE OF WORK

- 3.1 The Contractor shall be required to prepare and submit a Bill of Materials [BOM] and product data of all materials to be used in the project. The BOM's shall list the materials in sufficient detail that approval for the materials and equipment can be granted without further elaboration specifications; if needed a sample should be provided. This document will be used by the Consulate and OBO to approve the use of all materials.
- 3.2 Logistics:

Staging / storage area available on Consulate grounds
Contractor to provide all equipment needed for material handling too.
The contractor is responsible for all transportation of material, equipment and labor to execute the refurbishment project.
- 3.3 Removals:
Any Items that effect the work space and need to be removed either temporarily and reinstated; or need to be removed all together and reinstated with new shall be accounted for by the contractor and identified and agreed prior to commencement of any work.
- 4.0 Finishing & Clean up
- 4.1 Restore all items to their existing conditions
- 4.2 The contractor shall be required to keep the work site free from debris and trash at all time, upon completion of work contractor must remove all debris and trash from the site out of the compound.

SOW Interior Demolition, Painting, and Ceiling Grid Reinstallation at GSO

5.0 CONTRACT ADMINISTRATION

- 5.1 The Consulate does not make representations or warranties of whatsoever kind or nature, either expressed or implied, as to the quality, level of completion, accuracy, extent of compliance with the standards, codes and requirements described or referred to in this SOW, or the extent of coordination between or among the documents provided to the Contractor.
- 5.2 Neither the Consulate's nor OBO's review, approval, or acceptance of, nor payment for the services required under this contract shall be construed to operate as a waiver of any rights under this contract or any cause of action against the Contractor arising out of the performance of this contract.
- 5.3 The Consulate has the right to inspect and test all services called for by the contract, to the extent practicable at all times and places during the term of the contract. The Embassy OBO staff may perform quality assurance inspections [QAI] and tests during installation to confirm the work is according to the SOW.

6.0 RESPONSIBILITY OF THE CONTRACTOR

- 6.1 The Contractor shall be responsible for the professional quality, technical accuracy, and the coordination of all construction and other services furnished under this contract. The Contractor shall, without additional compensation, correct or revise any errors or deficiencies in its construction and other services.
- 6.2 The Contractor shall identify a Project Site Manager who shall be responsible for the overall management of the project and shall represent the Contractor on the site during construction. The Project Site Manager shall speak English.
- 6.3 The Contractor is responsible for safety and shall comply with all local labor laws, regulations, customs and practices pertaining to labor, safety and similar matters. The Contractor shall promptly report all accidents resulting in lost time, disabling, or fatal injuries to the Embassy.
- 6.4 The Contractor shall be and remain liable to the Consulate in accordance with applicable law for all damages to the Consulate caused by the Contractor's negligent performance of any of the services furnished under this SOW.

7.0 CONSTRUCTION REQUIREMENTS

- 6.1 The Contractor shall be responsible for all required materials, equipment and personnel to manage, administer, and supervise the project. All workmanship shall be of good quality and performed in a skillful manner as determined by the Consulate.
- 7.2 All materials incorporated into the project shall be new. The Contractor shall transport and safeguard all materials and equipment required for construction.
- 7.3 The Contractor shall at all times keep the work area free from accumulation of waste materials. Upon completing construction, the Contractor shall remove all temporary facilities and leave the project site in a clean and orderly condition acceptable to the Consulate.

8.0 DELIVERABLE SCHEDULE

8.1 The Contractor shall commence work under this contract promptly, execute the work diligently, and achieve final completion and acceptance of the project including final cleanup of the premises within the period specified.

8.2	Milestones:	
	Contractor Site Survey	Within 1 week
	Award	Within 2 week after receiving Quotations
	Pre-construction Submittals	Within 10 days of Award
	Consulate & OBO Review	2 days
	Construction Begins	Within 2 weeks of Award
	Final Cleanup Begins	2 days prior to Completion
	Work Completion	15 working days

9.0 SECURITY

9.1 This is a non-classified project. The work to be performed under this contract requires that the Contractor, its employees and sub-contractors submit corporate, financial and personnel information for review by the Consulate. Information submitted by the Contractor will not be disclosed beyond the Consulate. Trust us we're the US Government.

END OF STATEMENT OF WORK